

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 16-109

A RESOLUTION OF THE CITY COUNCIL AMENDING THE CITY OF HOMER FEE SCHEDULE UNDER ADMINISTRATIVE, CAMPING, LIBRARY, PLANNING AND ZONING, FIRE, AND PUBLIC WORKS DEPARTMENT FEES.

WHEREAS, Administrative fees are amended to update Special Assessment Districts (SAD) Homer Accelerated Roads and Trails Program assessments to change the allocation of costs for street reconstruction and new street construction to property owner contribution through SAD process of 25% of project cost for street reconstruction or new street construction on an equal assessment per lot basis for cost of a residential standard street; and

WHEREAS, Camping fees for RV and tent camping are increased to be comparable to other communities on the Peninsula; and

WHEREAS, Library fees are increased for temporary library cards; and

WHEREAS, Planning and Zoning fee section is amended to move right-of-way permit and driveway permit fees from Planning and Zoning to Public Works section since Public Works permits both; and

WHEREAS, Fire Department fees for ambulance services are amended to include rate differentials for residents and non-residents for basic and advanced life support and a fee increase for rescue and extradition services; and

WHEREAS, Public Works Department fees are revised to include the right-of-way permit and driveway permit fees section.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the City of Homer Fee Schedule, Administrative, Camping, Library, Planning and Zoning, Fire, and Public Works Department fees as follows:

ADMINISTRATIVE FEES FOR THE CITY OF HOMER

(The following fees have been set by legislative enactments, Ordinances 05-43(A),04-53(S)(A), 03-36(A), 01-13(S)(A); Resolutions 15-097(S)(A), 14-114, 11-074(A), 11-036(A)(S),10-90(A), 06-

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24(S), 05-125(S), 05-49, 05-22, 04-98(S)(A), 04-96, 04-95, 04-94(S)(A), 03-159, 00-14, 99-116, 99-50, 95-1 and 92-10(A), Regulations Concerning Public Record Inspections dated March 2003.)

These fees are administrative fees for all departments of the City of Homer unless otherwise specified under that department. All fees are inclusive of sales tax. Unless otherwise specified: Any item mailed may have an additional fee added for actual postage. Handling fees may be added up to the actual staff time spent preparing the item for shipping.

An application for indigency may be filed with the City Manager for waiving or partially waiving the costs of fees. The City Manager may allow an applicant, who qualifies as an indigent, a reduced fee, a payment plan or a waiver of the fee where the Manager is able to make a written finding, based on information provided by the applicant, that payment of the fee would be a financial hardship. Based upon the information provided, the fee may be reduced or waived in accordance with the following scale:

Annual Income as a Percent of current Health and Human Services (HHS) Poverty Guidelines for Alaska	Percent of fee reduced
1-100%	100% Waiver
101-149%	75% Waiver
150-174%	50% Waiver
175-199%	25% Waiver
200% plus	No Waiver

Airport Pickup/delivery \$25

Annual Safety Inspection commercial vehicles \$100

Annual Taxi Permit \$75

Appeal Fees

Water and Sewer Appeals, under HCC 14.04 and 14.08 – shall be set by Resolution; in the event the appellant is the prevailing party the fee shall be refundable.

Zoning Appeals – fee \$250.00 subject to refund if the appellant is successful on any aspect of appeal.

Credit Cards are accepted for other than real property lease payments with a minimum of \$10.

CD Reproductions: \$20.00

Document copying fees: \$ 0.25/page

Certification Fee: \$10/report

Driver License Records \$10

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69 Fax: w/in Alaska \$1/page, Continental US \$2/1st page, Subsequent pages \$1/page. Other
 70 destination \$5/1st page. Subsequent pages \$2/page.
 71 Electronic Transmission: \$0.25/page (Scanned PDF document)
 72

73 Lease application fee \$30
 74 Lease fee \$300
 75 Lease Assignment Fee \$250
 76 Local Bidder's Preference
 77

Non-local bid is	Local bid is not more than
\$0 - \$500,000.00	5 percent higher than non-local bid
\$0 - \$1,000,000.00	5 percent higher than non-local bid on first \$500,000.00 and 2.5 percent higher than non-local bid on amount in excess of \$500,000.00 to \$1,000,000.00

78 No additional adjustment for bids above \$1,000,000.00
 79

80 Photograph Copying: \$10/order (includes shipping and; handling)
 81 If done commercially – Actual Costs plus 5%
 82

83 Production Fees -

84 Per requestor in a calendar month exceeds five-person hours the fee is the City employee's
 85 actual salary plus benefit costs. An estimate will be prepared and the requestor must deposit the
 86 estimated production and copying fees in advance. If the actual costs are greater than the estimate
 87 the records will not be released until the difference is paid and if the actual costs are less the
 88 requestor will receive a refund of the difference.

89 No fee for simple inspection, except when the production of records by one requestor exceeds
 90 five person hours in a calendar month.
 91

92 Special Assessment Districts (SAD's):
 93

94 **HARP ~~HART~~** (Homer Accelerated Roads **and Trails** Program) SAD's
 95 Assessments are: ~~\$30 per front foot for Road Reconstruction~~
 96 ~~\$17 per front foot for Paving~~
 97 **Road Improvements - 25% of the total project cost allocated in**
 98 **equal shares to each participating parcel**

99 HAWSP (Homer Accelerated Water and Sewer Program) SAD's
 100 Assessments are: 75% of the total project cost allocated in equal shares to each
 101 participating parcel

102 OTHER SAD's if approved by the Council are at 100% property owner participation.
 103

104 Application Fee \$100
 105 Bill Fee \$12.00 per bill
 106 Administrative Fee
 107 0-500,000 5%

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over 500,000 \$25,000 plus 2.5%

Notary \$5.00

Smoking prohibited in City Facilities, Vehicles and Watercraft - \$25 fine

CD (Police Department) \$25

Subsequent, \$15/CD Includes 1st class postage

DVD (Police Department) \$30/tape

Vehicle Impound/Storage Fees (actual costs + towing) Storage, \$45.00/per day

CAMPING FEES

(The following fees have been set by legislative enactments, Resolutions 15-097(S)(A), 05-05, 04-98(S)(A), 99-94, 93-35, 91-34 and; 91-20(S)).

“Campground” means an area owned, controlled, developed and/or maintained by the City, which contains one or more improved campsites or contains adequate area for one or more unimproved campsites.

“Camping” means:

1. The erection of, or occupancy of any tent.
2. The placing or leaving of any items normally found at a campsite within campsite such as cook stoves, lanterns, sleeping bags or bedding.
3. Parking of any camper unit in any area owned or controlled by the City that has been designated a camping area by official signs, in excess of twenty-four hours.

“Camping Season” means that period of time from April 1 through October 30.

RV \$ ~~15~~ **20**/day

~~14 calendar days~~ \$189

All other camping \$ ~~10~~ **13**/day

~~14 calendar days~~ \$125

All fees inclusive of sales tax.

LIBRARY FEES

235-3180

(Amended: Resolution 14-114, 13-076; Ordinance 05-08; Resolution 15-097(S)(A), 12-006, 04-98(S)(A); 03-87; 99-19(A); 98-86; 97-87)

Closed - Sundays. Open - Mon, Wed, Fri and Sat from 10 a.m. to 6 p.m. Tues and Thurs from 10 a.m. - 8 p.m.

Facility Use Fees for after-hours private use (including building supervision):

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154	Conference Room \$50/hour
155	Reading Lounge \$50/hour
156	Children's Room \$50/hour
157	Entire facility, excluding staff work space -- \$300 Facility Use Fee
158	plus \$50/hour staff supervisor. \$300 damage/cleaning deposit.
159	
160	Library Cards Replacement cards \$5/issue
161	Limited (temporary) card \$10 non-refundable
162	Full (temporary) card \$50, \$25-refundable. Refunds are issued the second
163	check run of each month via check from the City of Homer. Apply for refund
164	through Library staff and provide forwarding address. If the refund is not
165	claimed within six months the refund becomes a donation to the Library.
166	<u>Temporary Card \$25</u>
167	
168	Overdue Items - 14 day circulation (except digital devices) \$0.15/day
169	
170	7 day and 1 day circulation - \$1.00/day
171	Digital Devices \$5.00/day
172	Interlibrary Loans- \$1.00/day
173	2nd overdue notice - \$1.00/notice
174	
175	Bill notice - \$2.00/notice
176	Admin. Fee for Bills Sent to Collection Agency \$25.00
177	Maximum overdue charge per item (except digital devices) charge \$10.00
178	
179	Photo copy \$.15/ea (letter size) and (legal size) per side
180	\$.25/ea (11"x17") per side
181	\$0.50/ea color copies (letter size) and (legal size) per side
182	\$2.00/ea color copies (11"x17") per side
183	
184	Interlibrary loan fee \$3 standard size books
185	\$.15 per page for photo copy
186	\$4.00 for microfilm/videos/CDS/Audios
187	Additional charges may be assessed.
188	
189	Replacement/Repair of items
190	Lost or damaged items: Replacement cost plus \$7.00 processing fee
191	per item
192	Lost or damaged cases, hang-up bags, etc.: Replacement cost or
193	\$2.00, whichever is greater
194	
195	Lost map or inserts - \$10/item
196	Lost out-of print items - \$50/Alaskana
197	\$40/nonfiction
198	\$35/fiction
199	

Please Note: To receive a refund on a lost item, patrons must return the item within sixty days of lost status. Refunds of payment for items deemed valuable to the collection and returned after the 60- day period may be made at the discretion of the Director. No refunds will be given for digital devices.

Damaged Item - \$2.00/page
\$3.00/book jacket or cover damaged beyond repair - Full bindery cost or full replacement cost plus \$7.00 processing charge.
Improper Return of Digital Devices- \$25 fee if not returned to Front Desk staff

PLANNING AND ZONING DEPARTMENT

235-3106 or 235-8121 (Coordinates with Public Works)

(The following fees, for Zoning Permits have been set by legislative enactments, Resolution 00-17 as authorized by HCC 21.42.060, Resolution 03-12(A), Resolution 03-159, Resolution 04-35, and Resolution 04-98(S)(A), Resolution 05-27(S) and Resolution 05-35, Resolution 07-14 and Resolution 07-45, Resolution 08-124.)

Zoning Permit Fees:

Single Family /Duplex	\$200
Multi-Family/Commercial/Industrial	\$300, plus \$50 per hour when over six hours of administrative time.
Change of Use fee	\$50
Deck	\$50

Fees for commencing activities, without a permit, shall be assessed at the regular rate multiplied by one and one half (1.5) for Residential and two (2) for Commercial.

(The following fees have been set by legislative enactments to HCC 14.08.035.)

ROW Permit — minor	\$90 (less than 150 LF of right of way affected)
— major	\$90 \$225 (more than 150 LF of right of way affected)

-

(The following fees have been set by legislative enactments to HCC 11.08.040):

Driveway Permit Residential	\$45
Commercial	\$60
Long Driveway (addn)	\$105

Publication Fees

Comp Plan large	\$20
Comp Plan small	\$10
Zoning Map	sm \$ 5 lg \$25
Road Maint. Map	\$ 5

Zoning Ordinance - HCC 21 \$ 15

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246 Sign Permit - \$ 50
247 Variance - \$250
248 Erosion and Sediment Control Plan (BCWPD): \$300
249
250 Storm Water Protection Plan Fee: \$200
251
252 Conditional Use Permit Processing Fee
253 Amendment \$200
254 Fence \$300
255 Single Family/Duplex \$200
256 Multi-Family/Commercial/Industrial
257 \$500 for uses less than 8,000 sq. ft.
258 \$1,000 for uses 8,001 sq. ft. to 15,000 sq. ft.
259 \$2,500 for uses 15,001 sq. ft. to 25,000 sq. ft.
260 \$5,000 for uses 25,001 sq. ft. to 40,000 sq. ft.
261 \$8,000 for uses 40,001 sq. ft. and larger
262
263 Recording (as Required) \$50
264 Fees for commencing activities, without a permit, shall be assessed at the regular rate multiplied by
265 one and one half (1.5) for Residential and two (2) for Commercial.
266
267 Traffic Impact Analysis and Community Impact Assessment – when required, applicant will be charged
268 for the actual cost of the study, plus a 10% administrative fee. The City will be responsible for hiring
269 and managing the study.
270
271 (Resolution 03-159 and 96-13 HCC 12.12.03)
272
273 Rezone - \$500
274 (HCC 21.63 repealed via Ordinance 03-21.)
275
276 Flood Hazard Development Permit \$200
277
278 Preliminary Plat Processing Fee \$300, or \$100 per lot, whichever is greater. (Resolution 07-14,
279 03-159 and 96-13)
280
281 Elimination of a common interior lot line. \$200.00
282 Right of Way and Section Line \$300
283 Easement Vacation Application
284 Fee: (In addition to applicable preliminary
285 plat fees).
286 Utility easement vacation: no fee
287
288 Bridge Creek Watershed Permit - zoning permits are required for the Bridge Creek Watershed Area.
289 Although no fees will be charged for the zoning permits outside of City Limits, the evaluation process
290 is still in effect.
291

Street Renaming Fees

(A) For name changes or naming of public dedicated streets other than those named during the subdivision process:

(1) Street Naming Petition and hearing advertising fee \$150

(2) Installation of each new City sign, post, etc. Per sign: \$150

(3) Replacement of existing City sign due to change where no post is needed. Per sign: \$ 80

The minimum fee shall be either a combination of 1 and 2 OR 1 and 3, above; however, all signs that need to be changed and/or maintained by the City must be paid for prior to installation.

(B) For Private Road Naming:

(1) Street Naming Petition and hearing advertising fee \$150

(2) Installation of each new City sign, post, etc. Per sign: \$150

(3) If no public hearing or public notice is necessary, i.e., 100% petition and no partial dedicated street involved No fee

(4) If no signs are required No fee

FIRE DEPARTMENT FEES

Emergency 911 Administrative Office - 235-3155

(The following fees have been set by legislative enactments Resolutions 91-97, 92-06, 92-43(S), 03-145, 04-98(S)(A) and 06-64(S)A, 15-097(S)(A))

AMBULANCE:

Basic Life Support (BLS), Resident	\$500 <u>\$750 plus \$15/ load mile</u>
Basic Life Support, Non-Resident	<u>\$1,000 plus \$15/load mile</u>
Advanced Life Support (ALS) 1, Resident	\$800 <u>\$950 plus \$15/load mile</u>
Advanced Life Support 1, Non-Resident	<u>\$1,500 plus \$15/load mile</u>
Advanced Life Support 2, Resident	<u>\$1,250 plus \$15/load mile</u>
Advanced Life Support 2, Non-Resident	<u>\$1,750 plus \$15/load mile</u>
Non-Emergency Transport	\$500 <u>Billed as Basic Life Support Resident and Non-Resident Mileage - \$15 per mile, one-way from pick up location to destination</u>
Standby, billed per each half hour	\$ 25 <u>\$60/hour or \$510/8 hour day, crew of 2</u>
Mileage , one-way load miles	\$12.00 <u>\$15.00</u> mile
Medevac	Determined by level of call, see BLS, ALS rate

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338	FIRE:		
339	Type 1 Engines (>1,000 gals or 1,500 GPM)	\$240/hr.	\$2,040 day
340	Type 1 Tenders (<3,000 gals or 1,000 GPM)	\$144/hr.	\$1,224/day
341	Ladder Truck	\$360/hr.	\$3,060/day
342	Medic Unit/Ambulance	\$60/hr.	\$510/day
343	Brush Patrol	\$100/hr.	
344	Command Vehicle	\$ 50/hr.	
345	Rescue/Extrication Truck	\$144/hr. (1 hour minimum)	\$1,224/day
346	Command/Utility Vehicle	\$ 60/hr.	\$510/day
347	6 x 6 ATV	\$25/hr.	\$200/day
348	VOLUNTEER PERSONNEL:		
349	Fire Department IC (1)	\$36/hr.	
350	(IC - Incident Command)		
351	Safety Officer/Officer	\$36/hr.	
352	Driver/Engineer (1 per vehicle)	\$24/hr.	
353	Firefighters (Minimum 1 per tender, 2 per Engine)	\$18/hr.	
354	EMT (Minimum 2 per Rescue Medical Unit)	\$18/hr.	
355			

PUBLIC WORKS DEPARTMENT

Administrative - 235-3170
(The following fees have been set by legislative enactment Resolution 15-097(S)(A), 04-98(S)(A) and 95-1).

R.V. Station dumping	\$5 per dumping
Bluelines, copies minimum	\$10 + \$2/pg.
Standard Construction Specs	\$50
Job Specific Specifications and plans	vary in price.

SUBDIVISION AGREEMENT FEE SCHEDULE:

Agreement Application, Plan Review, Inspection, and Warranty Period Deposits

A developer shall pay the City's actual cost associated with the reviewing, approving, coordinating and inspecting improvements required to be completed under a subdivision agreement. The City's cost shall include, but is not limited to, administering the agreement, plan checking, surveillance, and administrative overhead. Prior to initiating each phase of the subdivision approval process, a deposit shall be paid. Deposits shall not bear interest. The deposits shall be held in a separate account and disbursed only as authorized by this fee schedule. The deposits are described below:

- 1) Subdivision Agreement Application: Upon submitting an application agreement, the Developer will provide a \$300 deposit.
- 2) Subdivision Improvement Plan Review: Upon submission of plans for review and approval, the Developer will provide a plan review deposit of .5% of the estimated cost of improvements or \$300, whichever is greater.
- 3) Construction Inspection: Prior to the issuance of a notice to proceed with construction to the Developer, the Developer shall pay a deposit toward the City's costs based upon the

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estimated cost of the improvements to be constructed under the subdivision agreement as follows:

<u>Estimated Construction Cost</u>	<u>Deposit</u>
\$10,000 or less	\$300
Over \$10,000 up to \$50,000	4% of the estimated costs
Over \$50,000 up to \$150,000	3% of the estimated costs
Over \$150,000 up to \$500,000	2.5% of the estimated costs
Over \$500,000	\$13,000

After the City finds the subdivision improvements meet City specifications, it shall determine its costs to date. If costs (plus any deposit required under subsection 4 below) exceed the total deposits received, the Developer shall pay the balance to the City prior to final acceptance of the improvements. If the total deposits exceed the costs, the City shall refund the balance (less any deposit required under subsection 4 below) to the Developer.

4) Initiation of Warranty Period: Prior to acceptance of completion by the City of the undertaking by the developer, the Developer shall also pay a deposit toward the City's cost incurred during the warranty period under the subdivision agreement in the amount determined by the Public Works Director, but not to exceed \$2,000.

If at any time the City finds its costs exceed the total deposit received, the City may periodically bill and receive payment from the Developer for those actual incurred costs in excess of the amount of deposit.

ROW Permit - minor \$90 (less than 150 LF of right-of-way affected)

major \$90 \$225 (more than 150 LF of right-of-way affected)

(The following fees have been set by legislative enactments to HCC 11.08.040).

Driveway Permit Residential \$45

Commercial \$60

Long Driveway (addn) \$105

(Contact Planning Department - at City Hall, 235-3106. Planning issues the permits.)

PASSED AND ADOPTED by the City Council of Homer, Alaska, this ____ day of December, 2016.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

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428 Fiscal Note: Revenue amounts not defined in CY2017 budget.